

# REGIONAL CSPD

THIS SECTION GIVES A HISTORY OF REGIONAL CSPD IN MONTANA; ILLUSTRATES THE CSPD REGIONS, AND THE RELATIONSHIP BETWEEN THE STATE AND REGIONAL CSPD PROCESS. THERE ARE ALSO SAMPLE LETTERS FOR REGIONAL NOMINATIONS AND CURRENT CSPD STATEWIDE ACTIVITIES.

The Office of Public Instruction has established procedures for the development and conduct of a Comprehensive System of Personnel Development (CSPD) which includes inservice, preservice, and technical assistance training for regular education teachers, special education teachers, school administrators, related service providers, and paraprofessionals. Montana Administrative Rules guide the CSPD process. The CSPD Council, comprised of specific stakeholders, has developed a strategic plan which provides the structure for addressing networking, dissemination leadership and planned change. The CSPD Council has endorsed the plan for developing regional CSPD strategic planning with the ultimate goal being that the regional planning would move to local district planning to ensure the effectiveness of each of the CSPD components.

The rationale for regionally structured planning is:

1. CASE regions are established with leaders already meeting on a regular basis and conducting inservice training planning.
2. Montana has a vast geographic nature.
3. The needs assessment, conducted by the Division of Special Education, Office of Public Instruction, is analyzed on a regional basis.
4. Inservice dollars from OPI were awarded regionally and based on regional needs.
5. Inservice programs, such as the ED Regional Resource Consultant Project and the Inclusion Consultants Project are regionally based.
6. It is the driving force to local district CSPD planning.

In 1993, regional CSPD planning was initiated.

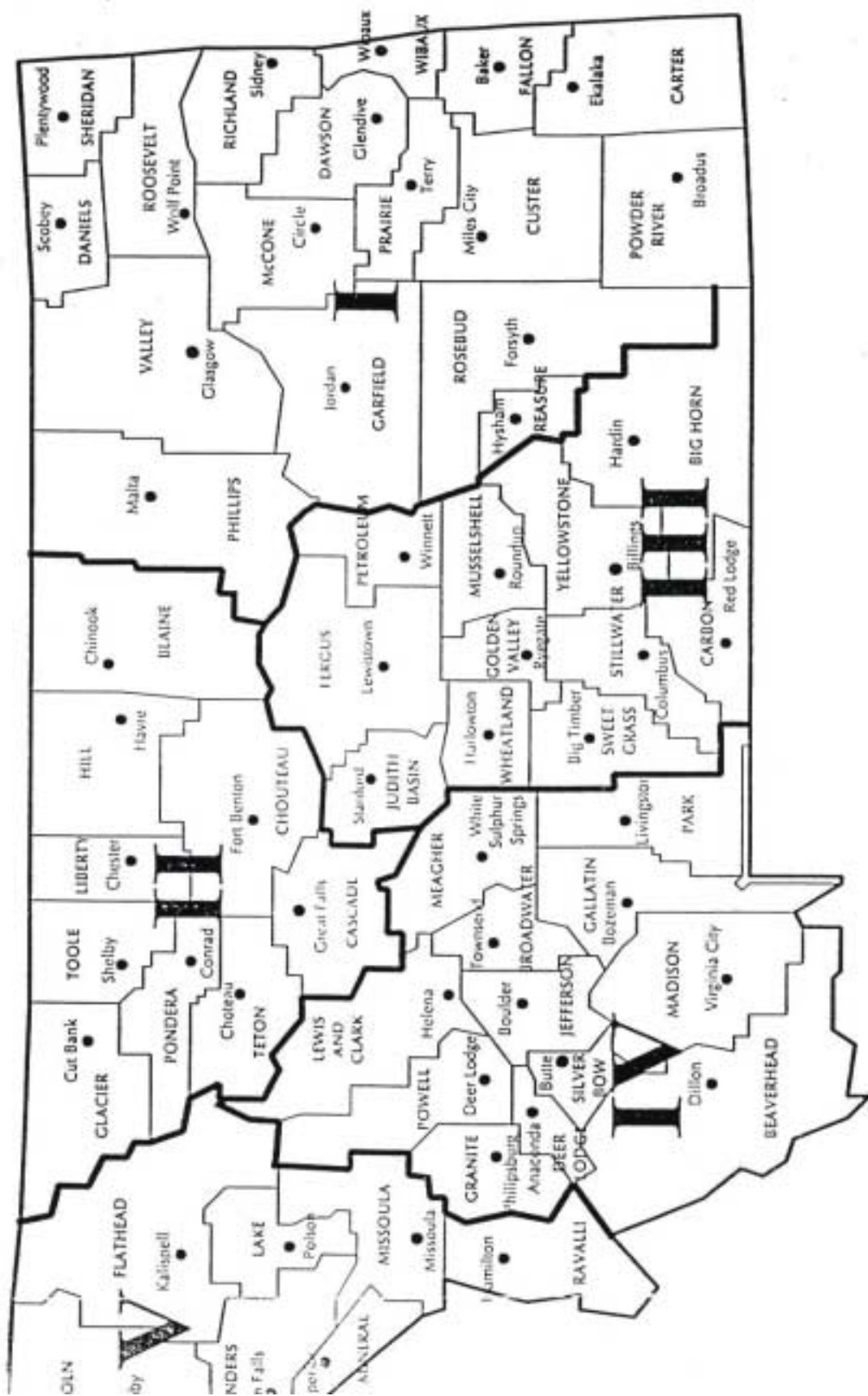
1. OPI selected a regional team leader who, in turn, helped with the regional team selection.
2. The team, composed of a cross-section of specific stakeholders committed to CSPD and planned change, represented.:
  - a. special education cooperative directors
  - b. special education directors
  - c. related service personnel
  - d. parents
  - e. regular education administrators
  - f. general education teachers
  - g. special education teachers

- h. paraprofessionals
- i. institutions of higher education
- j. preschool/early childhood special education personnel

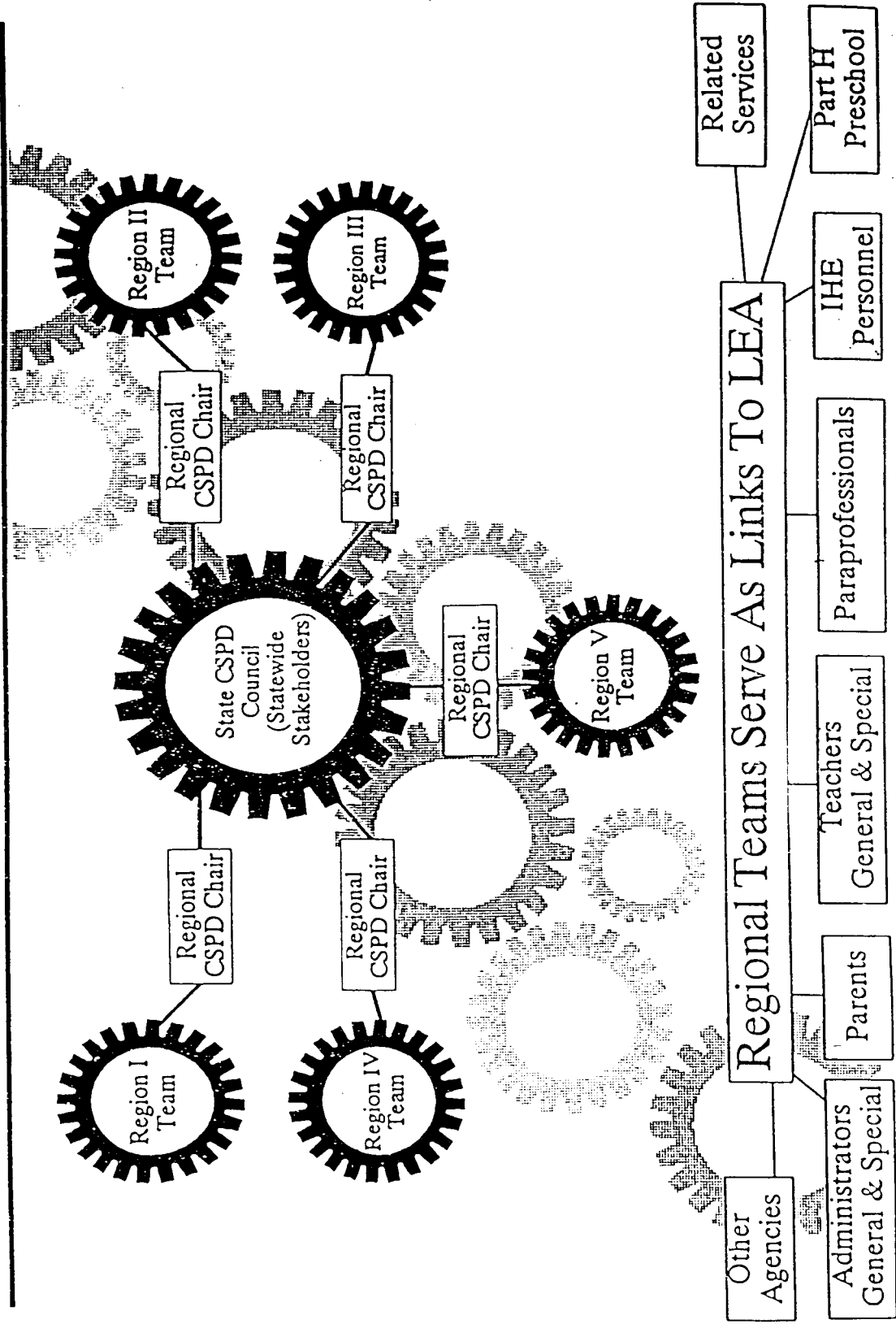
The team composition remains the same in 2000. It should be noted that some regional councils have added stakeholders based on regional needs and priorities.

3. On December 9 – 11, 1993, the team attended a 2 1/2 day strategic planning process, to begin the development of a regional CSPD which would address the procedures required in the CSPD Administrative Rule and regional priorities.
4. The regional CSPD strategic planning/training was conducted by facilitators trained in CSPD strategic planning by the National CSPD Institute at the Council for Exceptional Children. The National CSPD Institute is directed by Karl Murray.
5. A commitment from regional members to at least two follow-up meetings is expected. Travel expenses are reimbursed by the Division of Special Education, Office of Public Instruction.
6. The regional team chair attends the state CSPD council meetings to ensure a link between the state and regional groups.
7. Each CSPD region receives funding from OPI Division of Special Education, Part B discretionary monies. These funds are to be used to implement the components of CSPD based on regional and statewide strategic planning.
8. Regional strategic planning has been completed in 1993, 1996, and 1999 to develop a vision, mission, and action plan to improve outcomes for children to guide change.

A detailed map of Montana showing its 56 counties and major cities. The map is oriented with North at the top. Major cities are marked with black dots and labeled. The map also shows the state's borders with neighboring states and the Canadian provinces of Alberta and Saskatchewan. The Great Plains region is visible, with the Rocky Mountains forming the western edge of the state. The map is a black and white line drawing with county names and city names printed in a serif font.



# Relationship of Statewide CSPD Councils, Regional CSPD and LEA's



# MONTANA CSPD VISION

SEPTEMBER 1999

## REGION I

Connected, interfacing, responsive hub  
Accessible, available, expertise, materials  
and other resources  
Hands-on, practical follow-up  
Open-minded, supportive administrators  
Logistical, efficient coordination

## REGION II

An enthusiastic, unified team with a  
shared vision and equal regard  
Inter/intra, agency/regional, cooperative  
coordination  
Accessible, high quality, measurable,  
relevant training  
All-encompassing, passion driven, well  
recognized results

## STATE

*Results-oriented:*  
Competent, valued personnel  
Productive, involved citizens  
*Self-sustaining:*  
Powerful, accessible resources  
Potent, effective advocacy/leadership  
*Comprehensive-system*  
Interdependent, purposeful, and sustained  
professional development  
Integrated, equalized network

## REGION III

Interdisciplinary, flexible teams  
Valued, open, on-going communication  
Educational, social, learner outcomes  
Meaningful, on-going training  
Involved, valued parents  
Collaborative, creative partnerships  
Children and youth in the center

## REGION IV

Technology-based, innovative, all  
inclusive network  
Full administered, representative,  
focused, visible Council  
Integrated, effective, pertinent training  
Positive, available, renewable energy  
Professional, active, visible community

## REGION V

Sufficient & flexible financial resources  
Successful outcomes for ALL children  
Relevant across discipline training  
Connecting responsible help  
Paid CSPD personnel  
Collaborative, coordinate  
community effort

# MONTANA STRATEGIC DIRECTIONS

SEPTEMBER 1999

## REGION I

Using technology to improve communication and information dissemination  
Expanding and improving our training capacity  
Increasing awareness and understanding of CSPD potential  
Sustaining an active and diverse membership

## REGION II

Implementing effective training  
Maximizing our impact  
Soliciting and sustaining an active membership

## STATE

Enhancing state policy/systems  
Evaluation and dissemination of findings  
Addressing personnel shortages  
Building pre-service system capacity  
Enhancing existing educational systems  
Expanding existing CSPD potential

## REGION III

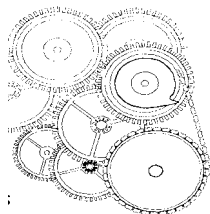
Recruiting a more diversified Region III Council membership  
Developing a stronger team  
Providing inclusive training  
Increasing awareness of CSPD

## REGION IV

Enhancing the operation of Regional CSPD  
Dispersing and soliciting input regarding CSPD  
Developing and maintaining a training framework

## REGION V

Influencing the reform of higher education  
Creating new ways to disseminate information, support and ideas  
Generating funds and support for CSPD  
Bridging the gap between existing model of training and desired outcomes for ALL children



Comprehensive  
System for  
Personnel  
Development

Name , Region`{..} CSPD Chairperson  
Address City, State, Zip  
Phone FAX  
[e-mail](#) address

{DATE}

Name  
Organization  
Address  
City, State Zip

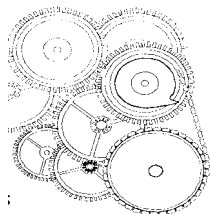
Dear [person's name,

CONGRATULATIONS!! It is with great pleasure that I welcome you to the Region {..} CSPD Council. Your participation as a member of this team should be looked upon as an honor as well as an opportunity for collaborating, planning, and working with some of this state's top-notch education personnel-representing higher education and community agencies as well as secondary, elementary, and preschool education. Montana is viewed as a national leader in the area of CSPD, and through {NAME}'s expertise and planning we hope to make Montana's CSPD even stronger. CSPD, or Comprehensive System for Personnel Development, is viewed as the means to change and to reach resolution on many education issues.

Enclosed you will find an explanation of the Region {..} CSPD Council's vision, mission, goals and strategic plan. Also, you will find information concerning the state CSPD efforts.

CSPD involves many aspects of education from preservice, dissemination and collaboration to assessment, technical assistance and inservice training. Planned change will have the ultimate result of better services and programs for Montana's children, students and families. The Region {...} CSPD Council asks your commitment to vision, planning strategically and then to manage planned change for our region.

Being a stakeholder on the Region {..} Council does bring its responsibilities. First, you were selected to be a member of the council because you are viewed as a leader in your area, and thus, will be expected to share information with your constituents. You are being asked to commit to four meetings during the next three years, 2000-2003. As Region {...} CSPD Council Chair, I also serve as the liaison to the state CSPD council. Our goal is to achieve a statewide coordinated Comprehensive System of Personnel Development.



Comprehensive  
System for  
Personnel  
Development

Name , Region`{..} CSPD Chairperson  
Address City, State, Zip  
Phone FAX  
[e-mail](#) address

Principal/ Superintendent/ Supervisor name  
Title  
Address  
City, State Zip

Dear [person's name]

As the Region {..} CSPD Council Chairperson, I am very pleased to announce that {NAME} has been selected to serve on the Region {..}CSPD Council. {NAME}'s participation as a member of this team should be looked upon as an honor as well as an opportunity for collaborating, planning, and working with some of this state's top-notch education personnel-representing higher education and community agencies as well as secondary, elementary, and preschool education. Montana is viewed as a national leader in the area of CSPD, and through {NAME}'s expertise and planning we hope to make Montana's CSPD even stronger. CSPD, or Comprehensive System for Personnel Development, is viewed as the means to change and to reach resolution on many education issues.

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Being a stakeholder on the Region {..} Council does bring its responsibilities. First, {NAME} was selected to be a member of the council because {he/she} is viewed as a leader in {his/her} area, and thus, will be expected to share information with {his/her} constituents. {He/She} is being asked to commit to four meetings during the next school year, 2000-2001. The long term of commitment to the Regional {..} CSPD Council is three years. The State Superintendent of Public Instruction will officially recognize {NAME}'s appointment.

Travel expenses, mileage, per diem, and lodging will be reimbursed at current state rates for all participating Region {..} CSPD team members. For teachers who are involved, substitute reimbursement will be available. The district

clerk/business office will need to bill the Division of Special Education, Office of Public Instruction for the substitute time and send the bill to:

Attn: Susan Bailey Anderson  
CSPD Coordinator  
Division of Special Education  
PO Box 202501  
Helena, MT 59620-2501

You will only need to provide release time.

Building a system of service is visionary and provides an opportunity for networking, leadership and change for all of Montana. Change is a process rather than an event. Region {...} CSPD is committed to being a force for change.

If you have any questions, feel free to contact me at {.....}

With much appreciation,

CHAIR NAME

Region {...} CSPD Council Chairperson

Enclosures

The Region {...} CSPD Council plans to meet four times during the next school year. The team meets in various places across the region. The Office of Public Instruction, Division of Special education reimburses your travel, lodging, and per diem at current state rates for each meeting. To assist with travel costs, please try to arrange to travel together with other Council members from your area. Substitute reimbursement is available for teachers, paraprofessionals, and others. The district clerk/business office will need to bill the Division of Special Education, Office of Public Instruction for the substitute time and send the bill to:

Attn: Susan Bailey Anderson  
CSPD Coordinator  
Division of Special Education  
PO Box 202501  
Helena, MT 59620-2501

You will only need to provide release time.

Following are the days the Region V CSPD Council has set aside for meetings during the 2000-2001 school year. You will be contacted prior to each meeting to remind you that attendance is important:

{August 15: 9:00 am - 3:00 -pm Missoula, MT}  
{October: time, place}  
{January: time, place}  
{March : time, place}

If you have questions, feel free to call me at {xxx-xxxx}. See you in ..... the morning of August 15<sup>th</sup> for a little socializing and continued team building/strategic planning.

Keep in mind that I will be sending your immediate supervisor, Principal; Superintendent notification of your appointment to the Region {...} CSPD Council. Also, you will be receiving notification of your three-year appointment from the State Superintendent of Public Instruction.

With warm regards

Name  
Region{...} Council Chairperson

Enclosures

Return to Lequita Cavill, e-mail lcavill@blackfoot.net , Address: PO Box 434, Thompson Falls, MT 59873, Fax:

NAME: \_\_\_\_\_ Date: \_\_\_\_\_

- ☐ **YES, I accept this appointment to Region V CSPD and will commit time to participate in Regional meetings and events.**
- ☐ NO, I am unable to participate at this time. Thanks for asking.